

**Hampshire College Board of Trustees**  
**Enrollment Committee**  
**February 15, 2013**

**Charge**

To oversee, monitor, and obtain Board approval of policies, plans, and initiatives that enable fulfillment of goals and objectives for admissions, retention, and financial aid and that support the mission, strategy, and purposes of the College.

**Membership, Leadership, and Organization**

The committee shall consist of no fewer than seven and no more than fifteen members, of whom a majority shall be trustees. The total shall be an odd number. A trustee shall serve as chair of the committee.

The committee shall meet at least four times per year, with regular reports to the full Board. The committee may, from time to time, schedule joint meetings with other standing committees of the Board. The dean of admissions and financial aid or her/his designee shall staff the committee.

**Responsibilities**

Ensure that the College's policies, plans, goals, and objectives for admissions, retention, and financial aid support the College's institutional mission; that admissions, retention, and financial aid policies and practices comply with state and federal regulations and guidelines and are consistent with the College's goals; and that resources dedicated to the admissions and financial aid offices are appropriate to support the College's strategic policies, plans, and goals.

The committee shall 1) review, monitor, and, where appropriate, seek Board approval of annual and long-term goals for admissions, financial aid, and retention that include class size, quality, diversity, student financial support, and net tuition revenue; 2) monitor the performance of the College's admissions, financial aid, and retention functions, taking into consideration the goals approved by the committee, the College's past performance, and the performance of peer institutions; 3) encourage the integration of the admissions, financial aid, and retention functions and the sharing of information with other areas of the College, including finance, academic affairs, and student life.

The committee shall provide the Board of Trustees with timely reports regarding the College's policies, plans, goals, and performance with respect to admissions, retention, and financial aid as well as with external trends related to these areas, and it shall present for action by the Board any recommendations regarding enrollment.